

**Travel & Expense Account
Transmittal Sheet**

After Approval, Mail Receipts To

DRE-Accounting Office
2201 Broadway
Sacramento, CA 95818



Employee Name	<u>Davi, Jeff</u>
Expense Dates	<u>04/21/09-04/21/09</u>
Total Expense Amount	<u>157.00</u>
Amount Due Employee	<u>157.00</u>
Form ID	<u>TEA000470379</u>

DIRECTIONS FOR SUBMISSION

1. *Attach the following receipts, and other appropriate documentation to this Transmittal Sheet.*

Date	Expense Item	Amount	If not submitted - Explain
1) 04/21	Lodging	157.00	

Purpose: attend CAINARPM speaking event on 4/22/09

2. *Forward Transmittal Sheet and attached documentation through your approval process.*

I have reviewed the following documents.

Approved
by:


Barbara J Bigby

Come back soon

speaking
engagement
Cal NARPM
8:00 am

Sheraton Gateway Hotel San Francisco
International Airport
600 Airport Boulevard
Burlingame, California 94010
T 650 340 8500 F 650 343 1546
sheraton.com/gatewaysanfrancisco

GUEST

TRAVEL AGENT / CHARGE TO

Mr. Jeffrey Davi

Department Of Real Estate
2201 Broadway
Sacramento, CA 95818
United States

Room 1123
Rate 140.00
No. pers. 1
Folio 426223 B
Page 1
Arrive 21-APR-09 22:46
Depart 22-APR-09
Payment AX

DATE	REFERENCE	DESCRIPTION	CHARGES / CREDIT
21-APR-09	RT1123	Room Charge	140.00
21-APR-09	RT1123	Room Tax	14.00
21-APR-09	RT1123	Tourism Assessment	3.00
22-APR-09	AX	American Express	157.00-

For Authorization Purposes Only

Auth Date Code Authorized
22-APR-09 106240 157.00

Balance Due 0.00

EXPENSE REPORT SUMMARY

Date	Room	Food & Bev	Telecom	Parking	Other	Total	Payment
21-APR-09	157.00	0.00	0.00	0.00	0.00	157.00	0.00
22-APR-09	0.00	0.00	0.00	0.00	0.00	0.00	157.00-
Total	157.00	0.00	0.00	0.00	0.00	157.00	157.00-

Thank you for choosing Starwood Hotels. We look forward to welcoming you back soon!

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges.

As a Starwood Preferred Guest you have earned at least 395
Starpoints for this visit

Mr. Jeffrey Davi ROOM DEPART AGENT
21-APR-09 1123

Travel & Expense Account Summary

Employee Name Jeff Davi
Expense Dates 04/21/09-04/21/09
Report Name April 2009 - CalNARPM Expenses

Request Total \$ 157.00
Direct Charge Total - 0.00
Travel Advances - 0.00
Net Due Employee = 157.00

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	4-21-09	157.00

NOTE: (d)=Direct Charge

DATE	Tue Apr 21									TOTAL
Lodging	157.00									157.00
TOTALS \$	157.00									157.00

**Travel & Expense Account
Summary & Detail**

Trip/Expense Category	Trip Name	Date	Expense Item	Amount	Payment Type
Regular Travel	4-21-09	04/21/09	Lodging	157.00	Cash